



# Event Details

## State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Amber O'Connell  
**Phone:** 615/253-7817  
**Email:** Amber.OConnell@tn.gov

## Event Description

This event is to bid for a three (3) year contract for agency: TDEC.

Specifications and terms & conditions are attached.

Agency Contact: Janice Lea at 615-532-0351.

Please Note: There is a MANDATORY site visit prior to bidding on this event. You may not bid on this event if you do not attend the site visit.

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

The purpose of this Invitation to Bid Event/Source of Supply Event is to establish a term contract (s) to provide: The State of Tennessee, with products and/or services as described in the attached terms, conditions, specifications and price sheet.

A term contract means a contract in which a source or sources for supply are established for a specified period of time at an agreed upon price(s).

If the Review and bid on this event link included in the e-mail notification does not work, please go to [http://state.tn.us/generalserv/cpo/for\\_bidders.html](http://state.tn.us/generalserv/cpo/for_bidders.html)  
 Click on the link that says Bid Opportunities and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: <https://supplier.edison.tn.gov/> (Maintain supplier information)

Central Procurement Office Website: [www.tn.gov/generalserv/cpo](http://www.tn.gov/generalserv/cpo)

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

## General Questions

Question	UOM	Best	Worst	Response
I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid. <b>IMPORTANT:</b> By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud. <b>Response Required:</b>		Yes	Yes	Yes
Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column				

## Response Comments



# Event Details (cont.)

## State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
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12/06/2013 10:39:47	01/10/2014 14:00:00		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

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Question	UOM	Best	Worst	Response
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All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please be sure to include the following information:

List the Service Organization:  
 List the Service Organizations Address:  
 List the Area(s) in TN that the Service Organization will Service:  
 List the Service Organizations Phone Number:  
 List the Service Organizations Toll Free Number:  
 List the Service Organizations Pager or Cell Phone:  
 List the Service Organizations Fax Number:  
 List the Service Organizations Email Address:  
 List the Service Organizations Website:

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Service Experience, Time in Business, Contracts

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

Comparable Contract

List Name/Address of Comparable Contract

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments



# Event Details (cont.)

## State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

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 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
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**Email:** Amber.OConnell@tn.gov

Question	UOM	Best	Worst	Response
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Technical Assistance

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

List the Name of the Technician/Service Representative

List the Technician/Service Representative Address

List the Technician/Service Representative Phone Number

List the Technician/Service Representative Toll Free Phone Number

List the Technician/Service Representative Pager or Cell Number

List the Technician/Service Representative Email Address

List the Technician/Service Representative Website

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Please list the following for all licenses and permits required by federal and state law.

List the Type of License

List the Name on the License

List the License Number

List the Expiration Date

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address



## Event Details (cont.)

### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

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 312 ROSA L PARKS AVE  
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List the Contract Administrator's Website  
 Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

#### Response Comments

The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name  
 List the Sub-Contractor's Address  
 List the Sub-Contractor's Contact Person  
 List the Sub-Contractor's Phone Number

No  
 Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

#### Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Yes  
 Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column Yes

#### Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No



# Event Details (cont.)

## State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
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**Email:** Amber.OConnell@tn.gov

### Response Comments

Question	UOM	Best	Worst	Response
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Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

A. An indictment, judgment, conviction, or a grant of immunity, including pending actions, for any business related conduct constituting a crime under local, state or federal law?

Note: If answering "yes" , describe using additional pages and attach to this bid.

Response Required: Yes No Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

B. A federal, state, or local government suspension or debarment, rejection of any bid or disapproval of any proposed subcontract, including pending actions, for lack of responsibility, denial or revocation of prequalification or a voluntary exclusion agreement?

Note: If "yes", describe using additional pages and attach to the bid.

Response Required: Yes No Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

C. Any federal or state determination of a violation of any public works law or regulation, or labor law or regulation, or HIPAA, or any OSHA violation deemed "serious or willful?"

Note: : If "yes", describe using additional pages and attach to the bid.

Response Required: Yes No Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No



# Event Details (cont.)

## State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Amber O'Connell  
Phone: 615/253-7817  
Email: Amber.OConnell@tn.gov

### Response Comments

Question	UOM	Best	Worst	Response
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Within the past five years has your firm, any affiliate, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of:

D. A federal, state, or local government suspension or revocation of any occupational or professional license, certificate, registration or permit, or the voluntary submission of same in connection with any governmental disciplinary action, or the governmental imposition of a civil penalty or fine?

Note: If "yes", describe using additional pages and attach to the bid.

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

## Line Details

Line: 1	Item ID: 1000128000	Line Qty: 1620	UOM: Each	Bid Qty: 0
Response Yes	Reserve Price: No			

Description: Cleaning, Cabins, Location: David Crockett State Park, 1400 West Gaines St., Lawrenceburg, TN 38464, Year 3

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

0

Response Required: Yes Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column No

### Response Comments

Line: 2	Item ID: 1000127998	Line Qty: 250	UOM: Month	Bid Qty: 0
Response Yes	Reserve Price: No			

Description: Special Monthly Cleaning of Cabins, See specs, Location: David Crockett State Park, 1400 West Gaines St, Lawrenceburg, TN 38464



## Event Details (cont.)

### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	7
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
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12/06/2013 10:39:47	01/10/2014 14:00:00		

Event Currency: US Dollar  
Bids allowed in other currency: No

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Question	UOM	Best	Worst	Response
What is the unit price of this item?		0		
Response Required:	Yes	Ideal Response: If "Yes" - Bid Response Must Match Entry Under "Best" Column		
				No

Response Comments



## Event Details (cont.)

### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
Start Time	Finish Time		
12/06/2013 10:39:47	01/10/2014 14:00:00		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

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United States  
Contact: Amber O'Connell  
Phone: 615/253-7817  
Email: Amber.OConnell@tn.gov

### Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		





## Event Details (cont.)

### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
Cabin Cleaning, Lawrenceburg			
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12/06/2013 10:39:47	01/10/2014 14:00:00		

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### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	10
Event Round	Version		
1	1		
Event Name	Cabin Cleaning, Lawrenceburg		
Start Time	Finish Time		
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## Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the state's Supplier Portal or the information will be submitted in writing and mailed to one of the following addresses:

If the supplier is actively bidding but has not yet been awarded a purchase order or contract, please submit changes to the following address:

Tennessee Department of General Services  
Purchasing Division  
3rd Floor Tennessee Tower  
Nashville, TN 37243

If the supplier is currently doing business with the state please submit changes to the following address:

Department of Finance and Administration  
ATTN: Vendor Maintenance  
Division of Accounts  
14th Floor Tennessee Tower  
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.
4. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that he/she is a legal citizen of the United States or Permanent Resident Alien and that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.

Last Updated: 06/11/2009



## Event Details (cont.)

### State of Tennessee Sourcing Event

Event ID	Format	Type	Page
32701-0000007616	Sell	RFx	11
Event Round	Version		
1	1		
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Cabin Cleaning, Lawrenceburg			
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